

<h1>Agenda</h1>		<p><b>December 13, 2016</b>  <b>10:30 am – 12:30 pm</b></p> <p><b>MTC</b>          Bay Area Metro Center          375 Beale Street          San Francisco, CA 94105          Contact: Adam Crenshaw          (415) 778-6794</p> <p><b>Telephone Number: (712) 432-1438</b>  <b>Participant Access Code: 932832#</b></p>	
		<p><b>Meeting called by:</b> Muhaned Aljabiry  <b>Facilitator:</b> Abhijit Bagde  <b>Recorder:</b> Marcus Tucker</p>	
		<b>Agenda Topics</b>	
Item	Description	Time	Presenter
1	Agenda	10:30	Abhijit Bagde
2	Ground Rules	10:35	Abhijit Bagde
3	Approval of 10/25/2016 Meeting Minutes	10:40	Abhijit Bagde
4	Announcements and Updates: 1. Staffing Update – CT/FHWA/FTA/MPOs 2. HSIP Cycle 8 Project List	10:45	Caltrans, FHWA, FTA and MPOs
5	Follow-Up Items from last Meeting: 1. Grouped Projects and Accessibility of Detailed Listing: Explore possibility of official guidance from Caltrans, FHWA and FTA – See Item No. 7 below 2. Email link to CMAQ and RSTP apportionments to CFPG – Item completed (Information sent on 11/04/16) 3. Provide an update to CFPG on repurposing earmarks when information is received from FHWA 4. Email annual obligated project list for FFY 15/16 to CFPG when available – Item completed (Information sent on 11/14/16) 5. Email questions or comments pertaining to FHWA’s CMAQ Project Tracking System (CMAQ-PTS) Abhijit Bagde by Monday, November 21, 2016	10:55	Abhijit Bagde
6	2017 FSTIP Development: 1. Update 2. FSTIP Public Participation for amendments 3. Projects in CTIPS	11:00	Muhaned Aljabiry  Lima Huy  Abhijit Bagde

7	Grouped Projects and Accessibility of Detailed Listing – Task Force Update (Handout No. 1)	11:15	Muhaned Aljabiry
8	<ol style="list-style-type: none"> <li>1. CMAQ Annual Report – Schedule, Expectations</li> <li>2. CMAQ Projects Upload in UPACS - Process Automation (Handout No. 2)</li> </ol>	11:25	Dennis Jacobs, Lima Huy  MTC
9	FTA 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program - Call for Projects (Handout No. 3)	11:50	Bruce Plowman, CT Mass Transportation
10	<ol style="list-style-type: none"> <li>1. Follow-Up Items</li> <li>2. Open Forum</li> <li>3. Future Agenda Items</li> </ol>	12:05	All
11	<b>Future meeting dates and locations:</b> <ul style="list-style-type: none"> <li>• February 7, 2017 Caltrans, Sacramento (10:30 am – 12:30 pm)</li> <li>• March 28, 2017 SACOG, Sacramento (10:30 am – 12:30 pm)</li> <li>• May 23, 2017 MTC, San Francisco (10:30 am – 12:30 pm)</li> <li>• July 11, 2017 Caltrans, Sacramento (10:30 am – 12:30 pm)</li> </ul>	12:15	All

## California Federal Programming Group (CFPG)

Minutes for: December 13, 2016

### 1. Agenda:

**Abhijit Bagde** (Caltrans Division of Programming): The agenda and handouts were sent out last week. No changes requested.

### 2. Ground Rules:

- Since there are phone participants, everyone who speaks should state his/her name and agency.
- Keep comments as brief as possible.
- Stick to the current agenda item. Additional items not in the agenda will be added to the end and will be discussed if time permits.
- Turn off cell phones and limit interruptions.
- This is a forum to hear everyone's concerns, comments and suggestions. Please make sure your voice is heard.
- Facilitator to ask before moving on to the next item if anyone on the phone has any additional comments on the item, then pause for a few seconds.
- Respond to follow-up items and meeting notices by the deadlines.
- Except for follow-up items, the minutes will include discussions that take place during the meeting only. If you do not want what you say during the meeting included in the minutes, state "off the record."
- **When not speaking, phone participants to keep their phones on mute if possible.**
- **Do not place conference call on hold. Please hang up and redial if you must take another call.**
- Meeting minutes to be distributed to the group with 10 days after the meeting.
- Any outstanding follow-up items not addressed/completed by the third meeting (from the meeting of initiation) will be removed from the agenda.

*The items in bold were emphasized by Abhijit.*

### 3. Minutes of the Last Meeting:

**Abhijit Bagde:** The final minutes of the October 25, 2016 meeting were provided via email prior to the meeting. No comments – minutes were approved.

### 4. Announcements and Updates:

#### 1. *Staffing Update*

**Muhaned Aljabiry** (Caltrans): No staffing updates for Caltrans.

**Wade Hobbs** (FHWA): Announced that Jack Lord has moved on to the Resource Center and his position has not yet been filled.

**Ted Matley** (FTA): No staffing updates.

**Jose Luis Caceres** (SACOG): Renée Devere-Oki (SACOG) has transitioned from program and project delivery to the Rural Urban Connection Study.

#### 2. *HSIP Cycle 8 Project List*

**Abhijit Bagde:** Emailed the listing of HSIP cycle 8 projects to the group on December 12, 2016 and be sure to include these projects as part of your next amendment/administrative modification.

### 5. Follow-up Items from Last Meeting

**Abhijit Bagde:**

1. Grouped Projects and Accessibility of Detailed Listing: Explore possibility of official guidance from Caltrans, FHWA and FTA. See Item No. 7 below.
2. Email link to CMAQ and RSTP apportionments to CFPG – Item completed (Information sent on 11/04/16).

**Ryan Niblock (SJCOG):** Indicated that they had programmed all of the RSTP and CMAQ apportionments based on the previous estimates and are now over programmed according to the revised estimates.

**Muhaned Aljabiry (Caltrans):** Stated that most MPOs program based on the initial estimates from Caltrans and that this can be corrected in the next amendment.

**Ryan Niblock (SJCOG):** Inquired if this means that the MPO must move funding around into different Fiscal Years?

**Muhaned Aljabiry:** Clarified that MPOs can move projects within 4-years of FTIP, or MPO may borrow apportionments from another region if required. Projects may also be moved in the outer years of FTIP (if not programmed up to the annual apportionment level), and then utilize EPSP if current year projects do not materialize.

**Jose Luis Caceres:** Stated that MPOs needs to show financial constraint by fiscal year. This can be done by programming out further, or by reducing funding on current projects.

3. Provide an update to CFPG on repurposing earmarks when information is received from FHWA.
  4. Email annual obligated project list for FFY 15/16 to CFPG when available – Item completed (Information sent on 11/14/16).
9. **FTA 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program - Call for Projects**

**Bruce Plowman (Caltrans—Mass Transportation):** There will be a FTA 5310 call for projects on January 9, 2017. This will be a 3-year call for projects and will be funding projects up to the 2015 amount until revised amounts are determined.

MAP-21 grew the 5310Pprogram from approximately \$14 million to \$17 million annually. Nationally, the program is split 60% for large urban areas; 20% for small urban areas; and 20% for rural areas. FAST requires that all projects must be identified in a coordinated plan. Strategies, activities or specific projects are all eligible components of the 5310 program.

This year applications will be submitted online through a grants management program. Following the development of the award notices Caltrans will circulate the listing so that MPOs can program into the FTIP.

## 6. 2017 FSTIP Development

1. Update:

**Muhaned Aljabiry:** The 2017 FSTIP has been transmitted to FHWA and FTA. The date for federal approval is going to be December 16<sup>th</sup>.

2. FSTIP Public Participation for amendments:

**Lima Huy** (Caltrans): In progress amendments to the 2017 FTIP where the public participation started prior to the December 16 approval date, Caltrans will need to post them for the FSTIP public review for 14 days after 2017 FSTIP is approved.

3. Projects in CTIPS:

**Abhijit Bagde** (Caltrans): All MPO CTIPS project information for the 2017 FTIP has been transferred from the Draft Module to the regular FTIP. Please contact Caltrans if there are any discrepancies found.

7. **Grouped Projects and Accessibility of Detailed Listing—Task Force Update**

**Abhijit Bagde**: A CFPG taskforce of Caltrans Programming, MPOs, FHWA and FTA discussed grouped project detailed listing (back-up listing) accessibility and identified alternative to present to the CFPG. This proposal was presented at the October 25, 2016 CFPG meeting. The task force received comments requesting official guidance on the new grouped listings accessibility procedure.

**Muhaned Aljabiry**: The recommendation to have Caltrans include a link to MPO's detailed listings on its website was develop by a subgroup of the CFPG, and not a decision of the state or any federal agency. The recommendation is a process improvement. Neither the state nor FHWA/FTA will be providing a formal direction to CFPG.

Additionally, the FTA indicated that if MPOs post these projects on their websites, it will also address the Program of Projects (POP) requirement by providing easy access to grouped projects and associated detailed listings.

**Wade Hobbs** (FHWA): Explained that since the CFPG does not have an official letterhead to issue to the recommendation to the group members, he suggested that in lieu of an official letterhead there should be a statement in the meeting minutes, providing direction for the procedure. FHWA was a part of the subgroup discussion in developing the recommendations for enhanced accessibility to detailed backup listings.

**Ted Matley** (FTA): Emphasized that the FTA was involved in the discussion with the subgroup and supports the idea of documenting unanimous consent within the meeting minutes.

**The following statement will serve as a recommendation by the CFPG.**

**A subgroup of the CFPG, consisting of representatives from MPOs, Caltrans Federal Programming Office, FHWA and FTA, decided on the following recommendation to be an improvement to the accessibility of the grouped projects detailed listings.**

**MPOs to post the detailed project listings for grouped projects on their websites, and Caltrans Federal Programming Office will provide a link on its website that links to MPO websites. MPOs will make every effort to maintain and update the detailed listings reflecting changes from any amendment/administrative modification and notify Caltrans Federal Programming Office of any changes to their website links.**

8.

I. **CMAQ Annual Report—Schedule and Expectations**

**Dennis Jacobs** (Caltrans): March 1 is the deadline for Caltrans submittal to FHWA. CMAQ projects should be uploaded by January 15, 2017. Should anyone have problems, they should contact Caltrans.

**Lima Huy:** In the past Caltrans received the FTA transfer and annual obligation report. Caltrans would go through the annual obligation report and filter out only CMAQ projects. Recognizing that all MPOs have accounts with the CMAQ tracking system, it is no longer necessary for Caltrans to provide the spreadsheets. Lima sent instructions along with the last report on how to filter the required information from the annual obligation report.

2. CMAQ Projects Upload in UPACS (*Handout No. 2*)

**Adam Crenshaw (MTC):** Indicated that the strategy used last year to upload projects into the UPACS system has not worked this year. A presentation was made discussing the process of uploading the projects from the previous year.

**10.**

1. Follow-Up Items

- When FHWA receives feedback from its HQ regarding UPACS questions those will be distributed to the group.
- For those MPOs who find their 2015/16 CMAQ projects missing from UPACS please contact Dennis Jacobs at [dennis.jacobs@dot.ca.gov](mailto:dennis.jacobs@dot.ca.gov).

2. Open Forum

- **Jose Luis Caceres:** Indicated that providing background information or including more handouts on agenda items would be beneficial to those that might be new to programming.
- **John Asuncion:** Giving background information on all items will be a lengthy process that will take time from the meeting.
- **Muhaned Aljabiry:** Abhijit does that as much as possible but also suggested that for those items that may be unclear to speak up and request additional clarification.

3. Future Agenda Items

- **Abhijit Bagde:** Announced that if there are any requests to have a speaker from Caltrans or FHWA during a future CFPG meeting to contact Abhijit well in advance of the next meeting.

**11. Future meeting dates and locations:**

- February 7, 2017 Caltrans, Sacramento (10:30 am – 12:30 pm)
- March 28, 2017 SACOG, Sacramento (10:30 am – 12:30 pm)
- May 23, 2017 MTC, San Francisco (10:30 am – 12:30 pm)
- July 11, 2017 Caltrans, Sacramento (10:30 am – 12:30 pm)

# **Handout No 1: Item No. 7: Grouped Projects**



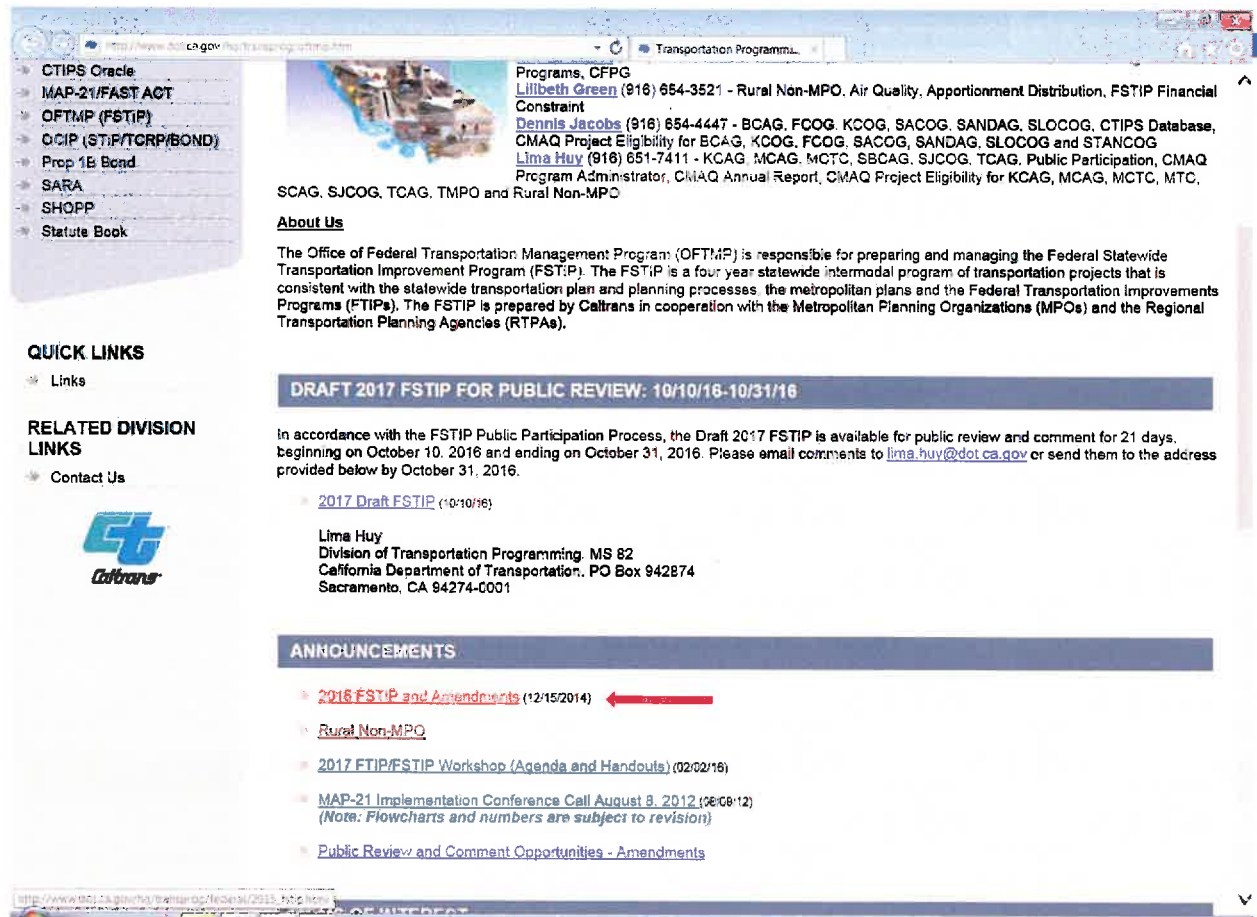


## How to access Grouped Projects – Detail Listings posted on MPO’s website from Caltrans Federal Programming’s Website

### Step 1

#### Caltrans Federal programming Website

<http://www.dot.ca.gov/hq/transprog/oftmp.htm>



The screenshot shows the Caltrans Federal Programming Website. The left sidebar contains a navigation menu with links: CTIPS Oracle, MAP-21/FAST ACT, OFTMP (FSTIP), C/CIP (STIP/TCRP/BOND), Prop 1B Bond, SARA, SHOPP, and Statute Book. Below this is a 'QUICK LINKS' section with a 'Links' button, and a 'RELATED DIVISION LINKS' section with a 'Contact Us' button and the Caltrans logo. The main content area features a map of California and a list of programs and contacts: Lilibeth Green (916) 654-3521 for Rural Non-MPO, Air Quality, Apportionment Distribution, FSTIP Financial Constraint; Dennis Jacobs (916) 654-4447 for BCAG, FCOG, KCOG, SACOG, SANDAG, SLOCOG, CTIPS Database, CMAQ Project Eligibility for BCAG, KCOG, FCOG, SACOG, SANDAG, SLOCOG and STANCOG; and Lima Huy (916) 651-7411 for KCAG, MCAG, MCTC, SBCAG, SJCOG, TCAG, Public Participation, CMAQ Program Administrator, CMAQ Annual Report, CMAQ Project Eligibility for KCAG, MCAG, MCTC, MTC, SCAG, SJCOG, TCAG, TMPO and Rural Non-MPO. Below this is an 'About Us' section describing the OFTMP and FSTIP. A prominent blue banner announces the 'DRAFT 2017 FSTIP FOR PUBLIC REVIEW: 10/10/16-10/31/16'. Below the banner, text explains the public participation process and provides contact information for Lima Huy. An 'ANNOUNCEMENTS' section lists several items, including '2016 FSTIP and Amendments (12/15/2014)' with a red arrow pointing to it, 'Rural Non-MPO', '2017 FTIP/FSTIP Workshop (Agenda and Handouts) (02/02/16)', 'MAP-21 Implementation Conference Call August 8, 2012 (06/08/12)', and 'Public Review and Comment Opportunities - Amendments'.

CTIPS Oracle  
MAP-21/FAST ACT  
OFTMP (FSTIP)  
C/CIP (STIP/TCRP/BOND)  
Prop 1B Bond  
SARA  
SHOPP  
Statute Book

QUICK LINKS  
Links

RELATED DIVISION LINKS  
Contact Us

Caltrans

Programs, CFPG  
Lilibeth Green (916) 654-3521 - Rural Non-MPO, Air Quality, Apportionment Distribution, FSTIP Financial Constraint  
Dennis Jacobs (916) 654-4447 - BCAG, FCOG, KCOG, SACOG, SANDAG, SLOCOG, CTIPS Database, CMAQ Project Eligibility for BCAG, KCOG, FCOG, SACOG, SANDAG, SLOCOG and STANCOG  
Lima Huy (916) 651-7411 - KCAG, MCAG, MCTC, SBCAG, SJCOG, TCAG, Public Participation, CMAQ Program Administrator, CMAQ Annual Report, CMAQ Project Eligibility for KCAG, MCAG, MCTC, MTC, SCAG, SJCOG, TCAG, TMPO and Rural Non-MPO

About Us  
The Office of Federal Transportation Management Program (OFTMP) is responsible for preparing and managing the Federal Statewide Transportation Improvement Program (FSTIP). The FSTIP is a four year statewide intermodal program of transportation projects that is consistent with the statewide transportation plan and planning processes, the metropolitan plans and the Federal Transportation Improvements Programs (FTIPs). The FSTIP is prepared by Caltrans in cooperation with the Metropolitan Planning Organizations (MPOs) and the Regional Transportation Planning Agencies (RTPAs).

**DRAFT 2017 FSTIP FOR PUBLIC REVIEW: 10/10/16-10/31/16**

In accordance with the FSTIP Public Participation Process, the Draft 2017 FSTIP is available for public review and comment for 21 days, beginning on October 10, 2016 and ending on October 31, 2016. Please email comments to [lima.huy@dot.ca.gov](mailto:lima.huy@dot.ca.gov) or send them to the address provided below by October 31, 2016.

2017 Draft FSTIP (10/10/16)

Lima Huy  
Division of Transportation Programming, MS 82  
California Department of Transportation, PO Box 942874  
Sacramento, CA 94274-0001

**ANNOUNCEMENTS**

- 2016 FSTIP and Amendments (12/15/2014) ←
- Rural Non-MPO
- 2017 FTIP/FSTIP Workshop (Agenda and Handouts) (02/02/16)
- MAP-21 Implementation Conference Call August 8, 2012 (06/08/12)  
(Note: Flowcharts and numbers are subject to revision)
- Public Review and Comment Opportunities - Amendments

## How to access Grouped Projects – Detail Listings posted on MPO’s website from Caltrans Federal Programming’s Website

### Step 2

#### Caltrans Federal programming Website

[http://www.dot.ca.gov/hq/transprog/federal/2015\\_fstip.html](http://www.dot.ca.gov/hq/transprog/federal/2015_fstip.html)

The screenshot displays the Caltrans Federal Programming Website. The browser address bar shows the URL: [http://www.dot.ca.gov/hq/transprog/federal/2015\\_fstip.html](http://www.dot.ca.gov/hq/transprog/federal/2015_fstip.html). The page title is "2015 FSTIP".

**Left Sidebar:**

- Programming Home
- Allocation Status & Procedures
- CTC Liaison
- CTIPS
- CTIPS Oracle
- MAP-21/FAST ACT
- OFTMP (FSTIP)
- OCIP (STIP/TCRP/BOND)
- Prop 15 Bond
- SARA
- SHOPP
- Statute Book

**QUICK LINKS**

- Links

**RELATED DIVISION LINKS**

- Contact Us

**Caltrans Logo**

**Main Content Area:**

### 2015 FSTIP

- 2015 FSTIP (in its entirety) (12/15/14)
- State Approval Letter
- Federal Approval Letter
- Link to MPO's FTIPs

**Final 2015 FSTIP (in sections):**

- Table of Contents
- Executive Summary
- Section 1: Overview of California's State and Federal Programming Process
- Section 2: Consistency with Statewide Transportation Plans
- Section 3: FSTIP Financial Plan
- Section 4: Public Involvement and Participation
- Section 5: Consultation and Project Selection Process
- Section 6: MPO FTIPs
- Section 7: Rural Non-MPO Projects
- Section 8: FSTIP Management

**EXHIBITS**

- Exhibit I – Rural Non-MPO Project Listing
- Exhibit II – Financial Summary Tables
- Exhibit III – State Planning Certification
- Exhibit IV – Advance Construction Project Listing
- Exhibit V – Administrative Modification and Amendment Procedures
- Exhibit VI – Acronyms
- Exhibit VII – Response to Public Comments

**Stages of Amendment & Administrative Modification (03/19/16) Updated** ←

**Footer:**

Back to Top | Contact Us | Site Map

Conditions of Use | Privacy Policy

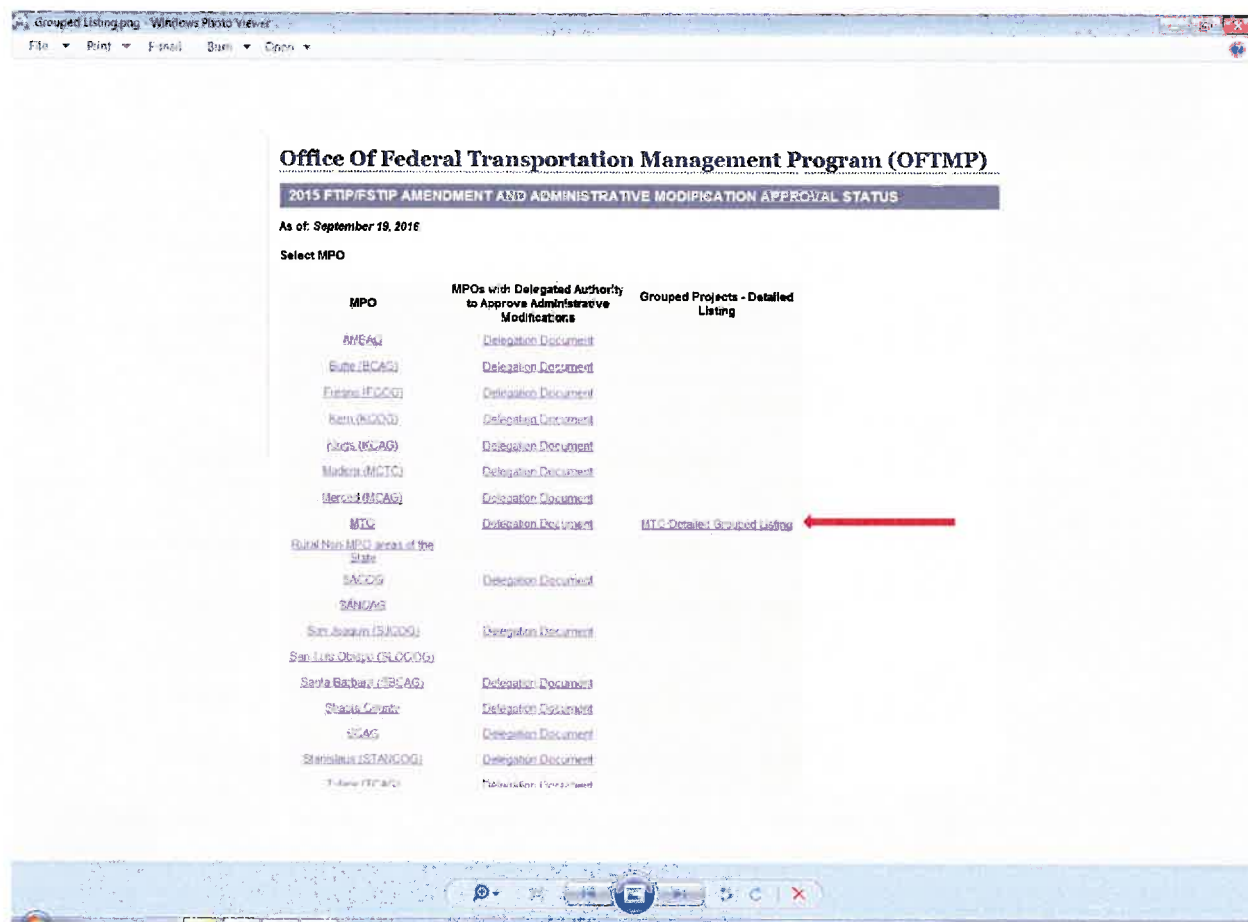
Copyright © 2007 State of California

[illegible]

### Step 3

**Caltrans Federal programming Website**

[http://www.dot.ca.gov/hq/transprog/federal/ftip\\_amendments/tip\\_2015.html](http://www.dot.ca.gov/hq/transprog/federal/ftip_amendments/tip_2015.html)



## How to access Grouped Projects – Detail Listings posted on MPO’s website from Caltrans Federal Programming’s Website

### Step 4

#### List of Grouped projects posted at MPO’s Website

<http://mtc.ca.gov/our-work/fund-invest/tip/tip-grouped-listings>

The screenshot shows the MPO website's 'TIP Grouped Listings' page. The sidebar on the left contains links for 'Transportation Improvement Program (TIP)', 'TIP Revisions', 'TIP Grouped Listings' (which is highlighted), 'TIP Appendices', '2017 TIP', and 'Draft 2017 TIP'. The main content area has the heading 'TIP Grouped Listings' and a paragraph explaining that federal regulations allow MPOs to group projects that are not considered to be of appropriate scale for individual listing. Below this is a table with four columns: 'TIP ID', 'Grouped Listing', 'Revision', and 'Approval Date'. The table lists five grouped listings. A red arrow points to the row for 'REG110039', which is '5307 JARC Set-aside FY13 Large UA'. The table also includes a redacted row 'REG090002' and another redacted row 'REG110028'. The bottom right of the page has an 'English' button.

TIP ID	Grouped Listing	Revision	Approval Date
REG090002	JARC (FTA 5316) FY09-FY10 Large UA	2015-00	12/15/2014
REG110028	JARC (FTA 5316) Mobility Management – FY10 & FY11	2015-00	12/15/2014
REG110032	JARC (FTA 5316) – FY11 & FY12 Large UA	2015-00	12/15/2014
REG110039	5307 JARC Set-aside FY13 Large UA	2015-00	12/15/2014
REG110041	FTA Non-Urbanized Formula Program (5311)	2015-00	12/15/2014

[illegible]

### Step 5

## Detailed Listings for a Grouped Project

<http://mtc.ca.gov/sites/default/files/REG110039.pdf>

[illegible]

